

# **ALABAMA BOARD OF NURSING**

## **Chapter 610-X-10**

### **Continuing Education for Licensure**

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#### **610-X-10-.01 Continuing Education**

(1) A registered nurse and licensed practical nurse shall be individually accountable for continued competence to practice nursing.

(2) The Board of Nursing may prescribe a continuing education program for reentry into practice.

(3) Individual requests to verify approval for a specific course or activity may be submitted to a Board-approved provider.

(4) Failure to comply with continuing education requirements may result in disciplinary action by the Board.

(5) Units of measure for continuing education shall be:

- (a) 1 contact hour = 50 minutes
- (b) 0.5 contact hour = 25 minutes
- (c) 15 contact hours = 1 academic semester credit hour
- (d) 10 contact hours = 1 academic quarter credit hour
- (e) 1 contact hour = 0.1 continuing education unit (CEU)

**Author:** Alabama Board of Nursing

**Statutory Authority:** Code of Alabama 1975, §§ 34-21-2, 34-21-23(f).

**History:** Effective March 22, 1991. Amended August 29, 1994. Amended May 24, 1996. **Repealed and Replaced:** Filed January 29, 2002. Effective March 5, 2002. Amended effective November 1, 2004.

**610-X-10-.02 Standards for Continuing Education.**

(1) Content for continuing education courses shall include one or more of the following:

- (a) Clinical technology, procedures, and nursing implications.
- (b) Specialty areas of nursing practice.
- (c) Nursing practices related to care of the patient, including but not limited to counseling, patient teaching, infection control, and safety factors.
- (d) Administration, management, and supervision in health care delivery.
- (e) Social, legal, and ethical aspects of nursing.
- (f) Nursing education.
- (g) Nursing research, theory, and practice issues.
- (h) Quality improvement and management, accrediting standards, and processes.
- (i) Liberal arts, sciences, business, and general education courses offered for academic credit by an institution accredited by an educational accrediting body.

(2) Continuing education shall be earned from the following types of providers:

- (a) Activity provided or approved by an Alabama Board of Nursing-approved provider of continuing education.
- (b) A Board-recognized provider of continuing education. Recognized providers include, but are not limited to, the following categories:
  - (i) A state board of nursing.
  - (ii) National organizations and associations:
    - (a) American Nurses Credentialing Center (ANCC).

(b) International Association of Continuing Education and Training (IACET).

(c) National League for Nursing (NLN).

(d) National Federation of Licensed Practical Nurses (NFLPN).

(e) National Association of Practice Nurse Education and Service (NAPNES).

(f) Southern Council on Collegiate Education in Nursing.

(g) American Association of Diabetes Educators (AADE).

(h) American Academy of Nurse Practitioners (AANP).

(i) American Association of Critical Care Nurses (AACCN).

(j) Emergency Nurses Association (ENA).

(k) Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN).

(l) Category I Continuing Medical Education by the American Medical Association.

(iii) Alabama State regulatory agencies:

(a) Board of Dental Examiners.

(b) The Alabama State Bar.

(c) The Board of Pharmacy.

(d) Board of Social Work Examiners.

(e) Board of Education.

(f) Alabama Nursing Home Administrators Board.

(g) Psychology Examiners Board.

(h) Board of Physical Therapy.

(i) Optometry Board.

(j) Dietetics / Nutrition Board of Examiners.

(iv) State nurses associations.

(3) Method of delivery for continuing education shall be one or more of the following types:

(a) Classroom, workshop, seminar, satellite, web cast, internet, intranet, and teleconference approved by a Board – approved or recognized provider.

(b) A maximum of 12 hours of Independent study approved by a Board – approved or recognized provider. Independent study includes the following categories:

(i) Continuing education programs in a nursing journal whether online or in print.

(ii) The development and oral presentation of a paper before a professional or lay group on a subject that explores new or current areas of nursing theory, or practice.

(iii) Authoring or contributing to an article, book, or publication; or designing or conducting a research study.

(4) Continuing education may be earned from standardized continuing education courses that include one or more of the following:

(a) American Heart Association:

(i) Maximum of 16 hours for initial course or 8 hours for update / recertification course every two years for Advanced Cardiac Life Support (ACLS) Provider course, Pediatric Advanced Life Support (PALS) and Neonatal Advanced Life Support Course (NALS).

(ii) Maximum of 8 hours for initial course or 4 hours for update / recertification course every two years for Basic Life Support (BLS).

(iii) ACLS Instructor course 18 – 20 hours every two years

(iv) BLS Instructor course 14 – 16 hours every two years

(v) PALS Instructor course 16 – 20 hours every two years

(b) Emergency Nurses Association

(i) Maximum of 16 hours every two years for Trauma Nursing Core Course (TNCC) and Emergency Nursing Pediatric Course (ENPC).

(ii) Maximum of 13 hours every two years for Course in Advanced Trauma Nursing (CATN).

(c) American Red Cross

(i) CPR / AED for Professional Rescuer 8 hours for initial course or four (4) hours for review / update course every two years.

(ii) Instructor Course for CPR / AED for Professional Rescuer maximum of 16 hours every two years.

(d) Basic Trauma Life Support

(i) Basic Trauma Life Support - Basic class maximum of 16 hours every two years.

(ii) Basic Trauma Life Support – Advanced class maximum of 16 hours every two years.

(iii) Basic Trauma Life Support – Pediatric class maximum of 8 hours every two years.

**Author:** Alabama Board of Nursing

**Statutory Authority:** Code of Alabama, 1975, §§ 34-21-2, 34-21-23 (f).

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### **610-X-10-.03 Qualifications and Standards for Board Approved Providers**

(1) The applicant for approval as a Board-approved provider of continuing education shall submit to the Board the required fee and a complete application that demonstrates:

(a) An organized plan for quality continuing education for nurses.

(b) The mission and objectives of the provider.

(c) Policies and procedures for implementation and evaluation of the educational programs and the educational unit.

(d) An identifiable educational unit with designated qualified personnel and resources for conducting an organized plan of continuing education for nurses.

(2) A Board approved provider of continuing education shall adhere to the following standards:

(a) A complete application for continued approval as a provider shall be submitted in accordance with a schedule established by the Board.

(b) The program director:

(i) may be a registered nurse, licensed practical nurse, or otherwise qualified individual. When the program director is not a registered nurse there shall be evidence of consultation by a registered nurse.

(ii) is accountable for the quality, accuracy and veracity of continuing education provided.-

(iii) is responsible for ensuring the instructor (s) possess qualifications appropriate to the content of the activity.

(c) The continued approval of the provider shall extend for a maximum of four years, provided standards for approval are maintained. Lapsed or retired Board providers shall not offer continuing education as an approved Board provider.

(d) The Board assigned provider number and expiration date of the Board approval shall be listed on course announcements, certificates, records, and reports.

(e) Effective January 1, 2006, approved providers shall submit electronic records of contact hours awarded to registered nurses or licensed practical nurses to the Board in a format and method specified by the Board.

(f) Records and reports shall be maintained for a minimum of four years.

(3) A provider number shall be retired:

(a) Upon request of an authorized entity.

(b) Upon failure of an authorized entity to request continued approval.

(c) When the Board denies or withdraws approval

(d) When there is a change in owner.

(4) Withdrawal of approval as a provider may occur if the provider fails to adhere to requirements in these rules. Grounds for withdrawal of approval include, but are not limited to,:

- (a) Lack of qualified personnel for planning and conducting continuing education for nurses.
- (b) Inadequate record maintenance.
- (c) Fraud, deception or misrepresentation relating to the educational program.
- (d) Failure to comply with request for documents, or submitting false, inaccurate, or incomplete evidence of continuing education programs conducted and certificates issued.
- (e) Aiding or abetting a licensee who fails to meet the continuing education requirement by altering or falsifying certificates.

(5) Request for Reinstatement of a Provider Number:

- (a) A previously approved provider who has requested retirement of a provider number, or has had a number retired for any reason, may request reinstatement of the provider number.
- (b) Reinstatement may be denied for failure of the applicant to satisfactorily demonstrate capability of meeting continuing education standards and criteria for providers.
- (6) A continuing education program director who is a registered nurse or licensed practical nurse and fails to comply with the requirements in these rules shall be subject to disciplinary actions by the Board.

**Author:** Alabama Board of Nursing

**Statutory Authority:** Code of Alabama, 1975, §§ 34-21-2, 34-21-23 (f).

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**610-X-10-.04 Reporting Requirements and Audit.**

- (1) A registered nurse and licensed practical nurse shall:
  - (a) Provide a signed statement of affirmation, under penalty, of the degree of compliance with all continuing education requirements for license renewal including but not limited to compliance with:
    - (i) Earning the required number of contact hours of Board-approved or Board-recognized continuing education activities.
    - (ii) The designated earning period.
    - (iii) Content and acceptable activities.

- (iv) Not repeating the continuing education activity during the earning period for continuing education credit.
- (v) Any other requirements in these rules.

(b) Maintain individual continuing education records for four years following the year in which the contact hours were earned including but not limited to certificates, transcripts, or other documentation of attendance at continuing education activities to substantiate earned contact hours.

(c) Submit documented evidence of meeting continuing education requirements within thirty days of the date a written request is mailed first class to the address of record of the registered nurse or licensed practical nurse.

(2) A registered nurse or licensed practical nurse who fails to comply with reporting requirements, requirements of the audit, requests for documents, or submitting false, inaccurate, or incomplete evidence of meeting continuing education requirements may be subject to disciplinary action by the Board.

(3) A registered nurse or licensed practical nurse who fails to evidence meeting continuing education requirements for license renewal may not have the license renewed.

(4) Providers:

(a) A provider's compliance may be evaluated by participant evaluations, provider evaluation, random on-site visits, or an audit of the provider's reports and records by the Board or its designee.

(b) Audits of providers may be conducted upon written complaint by any individual for failure of a provider to meet criteria for approval. The provider shall submit requested documents within 30 days of the date a written request is mailed. Failure to comply may result in sanctions by the Board

(c) A self-evaluation report of compliance with standards shall be submitted to the Board according to Board guidelines as part of the application for continued approval.

**Author:** Alabama Board of Nursing

**Statutory Authority:** Code of Alabama, 1975, §§ 34-21-2, 34-21-23 (f).

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